

NOTICE TO PROVIDERS OF PROFESSIONAL SERVICES

In accordance with Section 103D-304, HRS, the Department of Transportation (DOT), Harbors Division seeks the services of a qualified professional engineering firm to provide a range of civil engineering design services to support commercial harbors development activities for the *Commercial Harbors Civil Engineering Services Project, Phase II, Statewide* – Job H.C. 90089.

The estimated budget for this contract is \$1,980,000.00. The scope of work for this project involves a range of civil engineering activities as needed on an individual work order basis including, but not limited to the preparation of plans, specifications, cost estimates, analyses, assessments, and commercial harbor design services as necessary to support the development of the commercial harbors system.

Individuals or firms on the DOT's qualified list shall submit a maximum eight (8) single-sided page (this page limit does not include pages associated for the resumes) summary of their qualifications in response to the attached Questionnaire.

Include in your firm's submittal Proof of Insurance for:

- a. General liability insurance for limit of not less than \$1,000,000 per occurrence and \$2,000,000 aggregate. The STATE shall be named as additional insured.
- b. Automobile liability insurance for limit of not less than \$1,000,000 per accident. The STATE shall be named as additional insured.
- c. Professional liability insurance for limit of not less than \$1,000,000 per claim and \$2,000,000 annual aggregate.

If a firm is not able to provide the above insurance certificates at this time, a letter from an insurance company stating, if the firm is selected, they will insure the firm for the insurance policies and the amount of minimum coverage required above, will be accepted as proof of insurance.

The summary of qualifications will be evaluated by the following criteria:

1. Experience and professional qualifications relevant to the project ➔ 35%
2. Past performance on projects of similar scope for public agencies or private industry, including corrective actions and other responses to notices of deficiencies ➔ 33%
3. Capacity to accomplish the work in the required time ➔ 32%

Three (3) hard copies and one (1) PDF file copy on CD (Please provide company's name and project title) must be received and time stamped at the following address no later than **4:30 p.m., Hawaii Standard Time, on July 15, 2016:**

Mr. Carter Luke, P.E.
Engineering Program Manager
Department of Transportation, Harbors Division
79 S. Nimitz Highway
Honolulu, Hawaii 96813

Individuals or firms who **are not** on the DOT's qualified list, yet wish to be considered in the selection for this project must complete the following by the Deadline:

1. Mail the above mentioned Questionnaire responses as outlined above; and
2. Submit via email (email to: Randal.Hiraki@hawaii.gov) a separate PDF file, named the "Company's Name", that incorporate the following information:
 - a. Letter of interest (including an email address for notification of future notices),
 - b. Completed [DPW Form 120](#) or [Standard Federal Form 330](#), and
 - c. Include in your firm's submittal Proof of Insurance for:
 - i. General liability insurance for limit of not less than \$1,000,000 per occurrence and \$2,000,000 aggregate. The STATE shall be named as additional insured.
 - ii. Automobile liability insurance for limit of not less than \$1,000,000 per accident. The STATE shall be named as additional insured.
 - iii. Professional liability insurance for limit of not less than \$1,000,000 per claim and \$2,000,000 annual aggregate.

If a firm is not able to provide the above insurance certificates at this time, a letter from an insurance company stating, if the firm is selected, they will insure the firm for the insurance policies and the amount of minimum coverage required above, will be accepted as proof of insurance.

- d. Any other related information.

The Department of Transportation, in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252) and the Regulations of the U.S. Department of Transportation (Title 49, Code of Federal Regulations Part 21) issued pursuant to such Act, hereby notifies all firms that it will affirmatively ensure that the contract entered into pursuant to this advertisement will be awarded without discrimination on the grounds of race, color, national origin, or sex.

Campaign contributions by State and County Contractors. Contractors are hereby notified of the applicability of Section 11-355, HRS, which states that campaign contributions are prohibited from

specified State or county government contractors during the term of the contract if the contractors are paid with funds appropriated by a legislative body. For more information, contact the Campaign Spending Commission at (808) 586-0285.

For additional information, please call Mr. Randal Hiraki, Harbors Engineering Branch, Design Section at (808) 587-1958.

FORD N. FUCHIGAMI

Director of Transportation

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